

# GROUNDSCKEEPER

## Milwaukee Public Schools

**NOTE:** By law, persons in these positions are required to pass pre-employment drug tests and are subject to random drug and alcohol testing during the course of employment. Candidates must sign a release authorizing the City to receive the results of any drug and alcohol tests conducted by previous employers during the past two years if those tests were required by the U.S. Department of Transportation.

**PURPOSE** of this position is to maintain recreation site field houses, playgrounds, and athletic fields for the Milwaukee Public Schools.

### **ESSENTIAL FUNCTIONS:**

- Inspecting and cleaning recreation site field houses, playgrounds, and athletic fields
- Operating and maintaining boilers, and related equipment
- Operating and maintaining wading pools
- Operating and maintaining dump trucks, tractors, front end loaders, vacuum trucks, and compactor vehicles, lawn and garden equipment
- Backfilling, seeding, fertilizing, and aerating athletic fields
- Performing minor reconstruction and layout of athletic fields
- Installing and repairing baseball overhangs, tennis nets, soccer goals, football goal posts, and wind screens
- Tree pruning; grass cutting and trimming
- Winterizing and activating irrigation lines
- Installing snow fencing
- Performing repairs as needed to various types of athletic fields
- Laying out and marking lines for athletic fields and courts
- Performing minor repair work to tot lot equipment, bleacher and player bench boards, tennis nets, bang boards, wind screens, and game cabinets
- Plowing snow, snow removal, and salting

*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.*

### **MINIMUM REQUIREMENTS:**

1. Valid Commercial Driver's License (CDL) (Class B or higher) without Air Brakes restriction, OR CDL Instructional Permit (Class B or higher) without Air Brakes restriction, **at time of application and throughout employment.** CDL may be obtained by passing the General Knowledge **and** Air Brakes portions of the Commercial Driver's License test given by the Wisconsin Department of Motor Vehicles.
  - **NOTE: CDL PERMIT HOLDERS MUST OBTAIN A CDL LICENSE WITHIN SIX MONTHS OF APPOINTMENT**
  - **\*\* A copy of both sides of your CDL license (front and back), or Instructional Permit (front and back), are required and must be attached to the application or sent to [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov). Only applications with the CDL or CDL Instructional Permit will be considered; applications without the CDL or CDL Instructional Permit will be rejected. Photocopies will not be made at the**

## ***Groundskeeper (MPS)***

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Department of Employee Relations; applicants must supply their own photocopies.

***Driving records will be checked.***

2. Availability of a properly insured vehicle at the time of appointment and throughout employment (*car allowance provided*).

### **KNOWLEDGE, SKILLS, ABILITIES AND OTHER CHARACTERISTICS:**

- Ability to read and interpret maintenance and repair manuals
- Ability to communicate effectively, both orally and in writing
- Ability to operate lawn and snow removal equipment
- Ability to operate and maintain boilers
- Ability to operate wading pools
- Ability to operate tree-pruning equipment
- Ability to maintain and repair field houses, playgrounds, athletic fields, and tot lots.
- Ability to install and repair recreation equipment
- Ability to maintain irrigation lines
- Knowledge of basic math
- Ability to work independently
- Ability to lift, transport and/or move objects weighing up to 50 pounds
- Ability to work from ladders, scaffolding, and lifts
- Ability to drive and operate vehicles including dump trucks, tractors, front end loaders, vacuum trucks, and compactor vehicles

**THE PAY RANGE IS:** \$42,107 TO \$50,253 annually.

**THE SELECTION PROCESS** will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance examinations; or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

The examination will be held as soon as practical after **July 12, 2013**. Receipts of application may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

**APPLICATIONS** and further information may be obtained in person or via mail from City of Milwaukee Department of Employee Relations, Room 706, City Hall, 200 E Wells St, Milwaukee, WI 53202-3554, from [www.milwaukee.gov/jobs](http://www.milwaukee.gov/jobs) or, or by calling 414.286.3751.